



Equal Opportunity Advisory Committee

Date: Wednesday, February 10, 2021

Time: 7:30 P.M.

Location: Virtual Meeting Via Zoom:

<https://town-arlington-ma-us.zoom.us/meeting/register/tJYsdeirpz4rG9cUjDEp94AmfN2Kcla1JJ-O>

Meeting Minutes

Committee Members Present: Augusta Haydock, Chairperson, Samantha Dutra, Caryn Malloy, Jack Jones, Barbara Boltz

Committee Members Absent: Andrea Haas

Others Present: Town Clerk Juli Brazile, Kate Bender, Jessica Kaplan

Introductions and Q & A – Town Clerk Juli Brazile

Augusta Haydock thanked the Town Clerk for being present and asked her to comment about the importance of the makeup of her staff being a reflection of the community. The Town Clerk affirmed that is very important for the makeup of the staff to be a reflection of the community; she also discussed her efforts to support election workers on being welcoming to all members of the community. For example, coaching election workers to refrain from, even well-intended, comments such as “what a pretty name, where is that from?” The Town Clerk explained that she was sworn in in June of 2020 and the focus so far has been on elections (in the time of the Pandemic) and updating forms. She hopes to do more training to make sure her office is a welcoming one and also wants to do more to support people in registering to vote. She left the meeting at 7:45 pm to attend another standing meeting; the Committee thanked her for her time and the information she provided.

Minutes

Jack Jones moved approval of the January 13, 2021 minutes.

SO VOTED

Current Job Openings

The Committee reviewed current job openings.

Member Barbara Boltz agreed to continue follow up with the Mystic Valley Chapter of the NAACP about restoring a link to the Town of Arlington jobs page which had previously been on their website. The meeting guests, Kate Bender and Jessica Kaplan (residents interested in learning more about the Committee) discussed ways in which the town could attract a more diverse applicant pool. It was suggested that in addition to current efforts the town seek a connection with Middlesex Community College and Minuteman High School to post on their job boards.

Current Bid Projects

The Arlington High School Rebuild is progressing. Caryn Malloy reported that she met with the Owners Project Manager and Dave Cullinane, Manager of Diversity Equity and Inclusion for Consigli Construction, the General Contractor for the AHS rebuild. She learned that the state is looking to standardize the forms used to account for Female and Minority Workforce Participation on state funded construction projects such as AHS. The state mandates goals of 15.3% for minority workers and 6.9% for female workers on the project. Commencing with the payrolls at the end of March 2021 Consigli will transition and train subcontractors with the state standard form with the goal of most accurately reporting the hours worked by minority and female workers.

For future town funded projects the Committee discussed potentially proactively reaching out to Minority and Female business enterprises to encourage them to submit bids. This suggestion was made in reaction to a recent Boston Globe story indicating that a disproportionate number of City of Boston contracts went to companies other than Minority and Female Business Enterprises.

School Diversity Task Group (SDTG)

Barbara Boltz reported that the group had their first meeting since March of 2020. She reported that recruitment for the 2021-2022 School Year has begun. All job fairs are being conducted remotely due to the Pandemic. The group plans to hold their annual coffee for minority job candidates and this year that event will be moved to a virtual platform. Barbara also reported that the schools have put a Director of Diversity Equity and Inclusion in their FY2022 budget request. The district continues to offer cultural competency training for teachers including trainings on unconscious bias and best practices to create equity.

Other Business

Caryn Malloy reported that representatives the National League of Cities Racial Equity and Leadership Institute was in the process of analyzing the responses from employee to a survey on equity issues distributed in January 2021; the results of the survey will help to inform what the next stage of training delivered to employees and town leadership will be.

Barbara Boltz moved to adjourn the meeting at 8:48 p.m.

Caryn Malloy
Equal Opportunity Officer